



**DRAFT MINUTES
SUNNYVALE PLANNING COMMISSION
June 27, 2005**

The Planning Commission met in regular session in the Council Chambers, City of Sunnyvale, 456 W. Olive Avenue, Sunnyvale, CA on **June 27, 2005 with a special start time at 7 p.m.** with Chair Moylan presiding.

ROLL CALL

Members Present: Chair Chris Moylan; Vice Chair Chuck Hungerford; Commissioner Laura Babcock; Commissioner James Fussell; Commissioner Larry Klein; Commissioner David Simons; and Commissioner Brandon Sulser

Members Absent: none

Staff Present: Amy Chan, City Manager; John Howe, Councilmember; and Julia Miller, Councilmember; Trudi Ryan, Planning Officer; Joan Borger, Senior Assistant City Attorney; Kelly Diekmann, Associate Planner; Ryan Kuchenig, Assistant Planner; Jamie McLeod, Associate Planner; and Deborah Gorman, Recording Secretary

SCHEDULED PRESENTATION

City of Sunnyvale's Philosophy, Values and Guiding Principles

John Howe, Council Member, said on behalf of the City Council, thank you to the Planning Commissioners for serving on this important commission. He shared that City Manager Amy Chan, accompanied by various Sunnyvale Council Members, has scheduled with each of the Boards and Commissions a presentation time during an upcoming meeting. Ms. Chan will be providing information regarding the City's philosophy, values and Guiding Principles. Councilmember Howe expressed that the Council enjoys having Amy Chan as City Manager and solidly supports her endeavors to bring the best, possible government to Sunnyvale. Much of what she has seen and learned in her 25 years with the City of Sunnyvale is being incorporated into the mainstream of the City. Councilmember Howe said that City Manager Amy Chan is doing an excellent job.

Amy Chan, City Manager, thanked the Commission for the opportunity to meet with them. She said that the City of Sunnyvale has been very fortunate to have good staff over a long period of time. She said she appreciates Councilmember Howe's kind personal comments, but it is the team that has made this a good organization. She acknowledged that the staff is not perfect, but a hallmark of the City culture and value is to focus on continuous improvement. Ms. Chan said when she accepted the appointment of City Manager, she committed to Council to work on continuing the long hallmark of the City culture with a

commitment of excellence for both the organization and for the community. Staff needs to provide the highest service for the lowest cost and create a professional organization.

Ms. Chan has encouraged staff to focus on providing research and data in the Reports to Council (RTC) so the Council and the public have as much information and options as possible to help them make their decisions. In the RTCs there are sections for conclusions and recommendations. Conclusions are the summary of the research and data. The Recommendation section shows staff's recommendations and why. Ms. Chan said, "We believe that quality decisions need to come from diverse views and perspectives". One of the reasons the City has public hearings is to hear what the public has to say. Also, since Sunnyvale is located in Silicon Valley, technology needs to be kept in mind and it needs to be used in a smart way. Technology is not the answer to everything, but it may help staff reach the goal of delivering the best service as possible at the lowest cost.

Ms. Chan said Sunnyvale has been a hallmark of performance measurements. She said, "We believe strongly that if we provide a service, citizens have a right to know how we did it." Citizens should know what the targets and commitments are and whether they have been reached. The City is a high-accountability environment and these sets of values are ingrained in the Sunnyvale culture and need to continue. It is important to be forward thinking, creative, and take measured risks and not go backwards. The City staff need to be responsive, responsible and provide quality public service. To provide quality service there needs to be good input to determine criteria and a good way to measure success. Ms. Chan asked the commissioners to consider, "If you were to evaluate us, what are some of the criteria you would use to measure our success?" Ms. Chan encouraged the Commissioners to come to the upcoming workshop regarding measurement criteria to assist in a revised measurement system that will be presented to Council.

Ms. Chan said another area to be looked at is how to support employees better. The employee is "human capital" and it is important to make sure the City is getting the full value from the employee. Training new employees can be very expensive so it is important to retain good employees. Several months ago, Ms. Chan sent a transmittal letter to Council regarding importance of investing in human capital. Part of the letter read, "It is important as an organization to maintain quality of life. We need to function as a high performance organization and leverage opportunities as they arise. We need to look at the cup as half full and not half empty." Ms. Chan said with tight economic times the City needs to provide the highest quality service in the most creative way and continue to attract and retain top performers. Internally, the City needs to provide continuous learning and development opportunities to enrich the employee's skill sets. Over the last few years the City has lost sight of training opportunities so we need to refocus our energy on training. Staff needs to continue to focus on Customer Service vs. Customer-driven service and to put ourselves in the shoes of our customers. Staff needs to embrace innovation as a strategy for cost efficiency and cost savings. Ms. Chan said she is very generous when an employee is doing well, but will hold an employee accountable when expectations are not being met. Ms. Chan said that this organization has a very good staff and will continue to work to improve and to leverage resources to meet the needs of the community.

Ms. Chan said she committed to Council a year ago to work towards three goals. The first is to secure long-term financial strategies. The second is to build trust and credibility with the

Council and the Community. The third is to look closely at some of the foundational type of systems, training, support to staff and policy updates. Policy provides the framework so when employees retire, valuable information is retained.

Ms. Chan again thanked the Commission for the opportunity to make this presentation and invited them to contact her if they had any questions. She also thanked them for their valuable service and talent that they bring to the community by serving on the Commission.

Chair Moylan thanked Ms. Chan, Councilmember John Howe and Councilmember Julia Miller for attending the meeting.

PUBLIC ANNOUNCEMENTS

None

CITIZENS TO BE HEARD

None

APPROVAL OF MINUTES OF JUNE 13, 2005

Comm. Simons made a motion to approve the minutes of June 13, 2005 with modifications. Comm. Klein seconded. Motion carried unanimously, 7-0.

PUBLIC HEARINGS/GENERAL BUSINESS

1. **2005-0550: Network Appliance** [Applicant/Owner]: Application for a Major Moffett Park Special Development Permit to allow a Floor Area Ratio (FAR) of 51.6% where 50% is permitted by the Sunnyvale Municipal Code to construct an equipment cover. The property is located at **1260 Crossman Drive** (near Highway 237) in a MP-TOD (Moffett Park Transit Oriented Development) Zoning District. (APN: 101-36-020) KD

ACTION: Comm. Simons made a motion on Item 2005-0550 to approve. Comm. Babcock seconded. Motion carried unanimously, 7-0.

APPEAL OPTIONS: Item is appealable to the City Council no later than July 12, 2005.

2. **2005-0340 - Network Appliance** [Applicant/Owner]: Application for a Major Moffett Park Design Review on a 45.9 acre site for a campus development phased master plan that includes five new R&D buildings with associated amenities and site improvements combined with existing development for a total campus of 9 R&D buildings and up to 1,376,000 square feet. The property is located at **495 Java Drive** (near Crossman Avenue) in a MP-TOD (Moffett Park Transit Oriented Development) Zoning District. (APN: 110-32-002, 004, 006, 007, 012, 013 and 015) (Mitigated Negative Declaration) KD

ACTION: Comm. Babcock made a motion on Item 2005-0340 for Alternative 2., to adopt the Mitigated Negative Declaration and approve the Major Moffett Park Design Review with modified conditions as recommended by staff: addition of Condition of Approval (COA) 1.I. that all parking spaces have a minimum dimension of 8 ½ feet and up to 50% of the parking spaces can have a compact depth; deletion of COA 7.B. requiring the Planning Commission's review and approval of the final exterior building materials and color scheme; modification to COA 7.E. that the amenity building is to be constructed in conjunction with "or before" the third main building is built on site; and the modification to COA 10.A. to change the traffic mitigation fee based on the revised number of 467,606 square feet. Comm. Simons seconded. Motion carried unanimously, 7-0.

APPEAL OPTIONS: Item is appealable to the City Council no later than July 12, 2005.

3. **2004-0168 – Study Issue** on Transportation Demand Management Program for Higher Density Residential Projects (**Also to City Council on 07/19/05**) KD

Item moved to end of agenda and was the sixth item heard.

ACTION: Comm. Hungerford made a motion on Item 2005-0168 to recommend to City Council to adopt the Council Policy on Residential Transportation Demand Management with modifications: staff to review sections of the VTA Pedestrian Technical Guidelines to possibly be included in the report, sections 1.17, walkway designs and width of sidewalks, 2.3, impacts on alternative transportation when changing the road width. Comm. Simons seconded. Motion carried unanimously, 7-0.

APPEAL OPTIONS: Item to be heard by City Council on July 19, 2005.

THE FOLLOWING ITEMS STARTED AFTER 8 P.M.:

4. **2005-0418 – Billie Ballin (Applicant) Raymond F. and Caroline Van Cleave (Owner):** Application for a Use Permit on a 6,785 square foot site to allow a large family day care to be located within 300 feet of an existing large family day care for up to 14 children. The property is located at **330 Jackson Avenue** in an R-0 (Low-Density Residential) Zoning District. (APN: 204-41-008) JM

ACTION: Comm. Fussell made a motion on Item 2005-0418 for Alternative 3 to approve the Use Permit with modified conditions: Add Condition of Approval (COA) 1.F. to review the effect of the traffic impact in the neighborhood over a 12 month period and then return to the Commission for a public hearing, if the Use Permit is denied at the public hearing, the patrons would be given a set amount of time to find a new day care, that time to be determined at the same public hearing; addition of COA 1.G., due day care providers' state licensing requirement, this permit will apply to this provider at this site only. Motion carried unanimously, 7-0.

APPEAL OPTIONS: Item is appealable to the City Council no later than July 12, 2005.

5. **2005-0413 – San Mateo CPP Investors, LLC [Applicant]:** Application for related proposals on a 100,150 square-foot site located **782- 820 East El Camino Real** (formerly Best Western site) (near Maria Ln.) in a C-2 (Highway Business) Zoning District. (Negative Declaration) (APN: 211-25-001, 002, 003) RK

- Rezone from C-2 (Highway Business) Zoning District to C-2/ECR (Highway Business/El Camino Real Precise Plan) Zoning District;
- Special Development Permit to allow for the construction of 19,200 sq. ft. of retail.

ACTION: Comm. Simons made a motion on Item 2005-0413 for Alternative 2., to adopt the Mitigated Negative Declaration and introduce an Ordinance to Rezone 782 and 820 East El Camino Real from C-2 to C-2/ECR and approve the Special Development Permit with modified conditions: striking the last two lines of Alternative 2 that read “including allowing the drive-thru with conditions requiring improved security measures including improved lighting and camera surveillance”; and addition of the hours of operation to be 7 a.m. to 10 p.m. Comm. Babcock seconded. Motion carried 6-1, Comm. Sulser dissenting.

APPEAL OPTIONS: Item to be heard by City Council on July 12, 2005.

6. **2005-0392 – Omid Shakeri (Applicant) William M. Carrillo, Trustee (Owner):** Application for related proposals on a 15,600 square foot site located at **542 West Fremont Avenue** (near Sydney Drive) in an R-2/PD (Low-Medium Density Residential/Planned Development) Zoning District. (APN: 323-10-025, 026) (Mitigated Negative Declaration) KD

- **Special Development Permit** to construct 3 new homes
- **Parcel Map** to split two lots into three lots

ACTION: Comm. Klein made a motion on Item 2005-0392 for Alternative 2., to approve the Special Development Permit and Tentative Map with modified conditions: modification to Condition of Approval (COA) 3.C.iii., foam accents are to be used sparingly updated as per staff recommendations; modification to COA 3.C.i., have staff review the layout of Parcel 1. to see if floor plan can actually be flipped in a non-cost prohibitive way. Comm. Babcock seconded. Motion carried unanimously, 7-0.

APPEAL OPTIONS: Item is appealable to the City Council no later than July 12, 2005.

Commission took a five minute recess at 10 p.m.

NON-AGENDA ITEMS AND COMMENTS

- COMMISSIONERS ORAL COMMENTS

Chair Moylan congratulated **Comm. Sulser** on his reappointment by City Council to the Planning Commission for a four-year term. Chair Moylan expressed his appreciation for Comm. Sulser's work and his agreement to be the liaison with the Housing and Human Services Commission.

- **STAFF ORAL COMMENTS**

City Council Meeting Report

Trudi Ryan also congratulated Comm. Sulser on his reappointment to the Planning Commission by City Council on June 21, 2005.

Ms. Ryan said that also on June 21, 2005 that the Redevelopment Agency considered the Construction Mitigation for the demolition portion of the Town Center Mall site which includes the demolition of the parking deck located between the Mall building and Mathilda Avenue. She added that Macy's and Target will remain open during both the demolition and construction of the new retail and housing being built in the downtown area.

Also, on the consent calendar of the same meeting, Council approved the contract for a consultant to assist staff and the community on the visual streetscape standards for Murphy Avenue. The Planning Commission will have some involvement in this, but the Heritage Preservation Commission will be more involved than the Planning Commission.

On June 14, 2005 the Council considered two items that the Planning Commission previously reviewed. One was for an addition to a home on Waverly Avenue. The Planning Commission reviewed the item and the applicant has since, prepared an alternate design. The Council returned the item back to the Planning Commission for consideration of the alternate design. The item has been agendaized for the July 11, 2005 Planning Commission meeting. The second item considered was an item on McKinley where the Planning Commission had reviewed an item for the construction of two new single-family homes and recommended a reduction in the size of the development. The Council approved the project with a slightly less dramatic reduction than recommended by Planning Commission.

The third item heard by Council at this meeting was not reviewed by the Planning Commission. A Conversion Impact Report for Oasis Manor Mobile Home Park was submitted to Council as the park has reached a certain percentage of vacancy that indicated the use was changing. The Conversion Impact Report was accepted as meeting the minimum requirements of the code. We have now received an official application for the site and will be working with the applicant for the design.

Other Staff Oral Report

Ms. Ryan acknowledged Kelly Diekmann's hard work this week as he had four Planning Commission reports to prepare and present.

Ms. Ryan advised the Commission that the July 11, 2005 Planning Commission Study Session will begin one hour early, at 6 p.m. with the Planning Commission Public Hearing starting 30 minutes early at 7:30 p.m. On July 25, 2005 the Planning Commission meeting has another full agenda.

Ms. Ryan advised that she will be on vacation at an upcoming Planning Commission meeting, but that Gerri Caruso, Principal Planner, and Andy Miner, Principal Planner will be staffing any meeting she may miss.

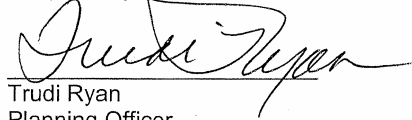
There will be a Special Planning Commission Meeting on August 29th covering one large agenda item.

INFORMATION ONLY ITEMS

ADJOURNMENT

Meeting adjourned 10:33 p.m.

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "Trudi Ryan", written over a horizontal line.

Trudi Ryan
Planning Officer